



Course Description:

- This comprehensive course is designed to sharpen your management skills and focusing on current best practices in finance and accounting. Finance is a core process/function in business that requires executive attention. Accounting is the language of business; understanding and applying this language to your business in general remains the single most valuable competence of management. Prepare yourself by enhancing your personal competence in identifying best practices in finance and in accounting

The Training Course will highlight:

- Manage and motivate people more effectively.
- Create and harness the power of high-performance teams.
- Understand and effectively utilize strategic planning techniques.
- Use the Baldrige performance criteria as a standard of excellence and benchmark for your organization.
- Focus on real companies and their finance function and accounting processes to show participants which elements have achieved best practices status.
- Remove much of the mystique associated with the management of finance and accounting.
- Focus on challenging yourself to become the strategic financial leaders of the organization.
- Prepare yourself for future responsibilities by examining best practices in these important functions/processes.

Course Objective:

- **By the end of this course, delegates will be able to:**
- Consider methods for improving management performance
- Gain insights into the successful implementation of teams
- Study the techniques for strategic planning
- Develop negotiation skills
- Analyze the Baldrige Award criteria for excellence
- Examine the application of management best practices.
- Identify best practices for the roles of CFO, controller, treasurer, and accountants in the content of, and relationships between, financial statements (income statement, balance sheet, and statement of cash flows)
- Discuss best practices in the use of financial statements to evaluate the financial / strategic performance of an organization.
- Utilize best practices in discounted cash flow (DCF) techniques and their application to financial decision-making.

Course Objective:

- Identify best practices in corporate performance management using key success factors, weak financial signals, and strong financial signals in various industry sectors.
- Illustrate how best practices in EVA® (Economic Value Added), SVA (Shareholder Value Added), and RI (Residual Income) can be used to value competing strategies.
- Define best practices in the value creation/destruction process in mergers and acquisitions from the market perspective and signals to management from the market.
- Clarify best practices in the roles of directors, auditors, and others in their respective roles in corporate governance.
- Identify best practices in the various sources of financial and business data that provide insights into business and financial strategies.
- Identify best practices in the details of financial control, risk management, and financial reporting from the perspectives of the internationally recognized professional associations.
- Enhance personal networks of similarly minded high potential managers.

Course outline

Financial Reporting, Planning, Performance and Control

- External Financial Reporting Decisions
- Planning, Budgeting and Forecasting
- Performance Management
- Cost Management
- Internal Controls

Financial Statement Analysis

- Basic financial statement analysis
- Financial ratios
- Profitability analysis
- Income measurement analysis
- Revenue analysis
- Cost of sales, and expense analysis
- Variation analysis

Course outline

- **Corporate Finance**
 - Risk and return
 - Long term financial management
 - Raising capital
 - Working capital management
 - Corporate restructuring
 - International finance
- **Financial Decision Making**
 - Financial Statement Analysis
 - Corporate Finance
 - Decision Analysis
 - Risk Management
 - Investment decisions
 - Professional Ethics
- **Decision Analysis**
 - Cost volume profit analysis
 - Marginal analysis
 - Pricing

Course outline

Risk Management

- Enterprise risk
- Types of risk
- Risk identification and assessment
- Risk mitigation strategies and managing risk

Investment Decisions

- Capital budgeting process
- Discounted cash flow analysis
- Risk analysis in capital investment

Professional Ethics

- Ethical considerations for management accounting and financial management professionals
- Ethical considerations for the organization